

# Washington County

## Job Description



|                    |                            |                        |       |
|--------------------|----------------------------|------------------------|-------|
| <b>Title:</b>      | Mosquito Abatement Manager | <b>Code:</b>           |       |
| <b>Division:</b>   | Administration             | <b>Effective Date:</b> | 10/08 |
| <b>Department:</b> | Mosquito Abatement         | <b>Last Revised:</b>   | 10/08 |

### GENERAL PURPOSE

Performs a variety of **managerial, administrative and supervisory duties** related to coordinating and carrying out the mission and goals of the county-wide mosquito control program as established by county ordinance and/or state statutes to protect the health of the citizens of Washington County.

### SUPERVISION RECEIVED

Works under the general supervision of the Board of Trustees.

### SUPERVISION EXERCISED

Provides close to general supervision to Mosquito Field Inspector(s).

### ESSENTIAL FUNCTIONS

Meets with county commissioners and Board of Trustees, receives program goals and objectives and policy interpretations; attends relevant county and public meetings and informs the public of county mosquito abatement programs. Serves on committees and task forces.

Develops and organizes educational programs related to mosquito-borne diseases and chemical control; speaks to organizations and groups on mosquito abatement; responds to questions and complaints; negotiates with land owners.

Prepares and recommends departmental budget; administers departmental budget and ensures all equipment purchases, requisitions, supplies and materials conform to departmental needs and goals; monitors departmental auditing process; maintains inventory of equipment; provides expanded services to citizens through cooperation with other state, federal, and private agency programs; coordinates with the District Treasurer on all money, bonds, and other securities; determines cash requirements for operations and provides for the investment of idle funds; receives public funds from property taxes.

Prepares and distributes documents for the County Auditor, County Treasurer, Mayor's Office, County Commissioners, US Census Bureau, OSHA, EPA and other agencies as prescribed by law.

Recruits, hires, disciplines, and dismisses department employees in accordance with county personnel policies; conducts safety meetings; assigns personnel and equipment to maintain scheduled operations; oversees the training of personnel in the proper use and maintenance of pesticides, spraying equipment, and personal protective equipment to meet state and federal safety and health standards.

Develops inter-local agreements as needed to achieve cooperative efforts related to the control of mosquitoes; negotiates with various agencies and organizations; works with other agencies to coordinate, control and obtain necessary permits through BLM, Forest Service, etc., required by law.

Plans, organizes and directs comprehensive program of mosquito control within the District boundaries; oversees various programs of larvicide and adulticide applications to combat West Nile Virus, Eastern Equine encephalitis, Western Equine encephalitis, St. Louis encephalitis, Malaria, Dog Heart Worm, etc.; initiates viral surveillance programs; supervises the placement of mosquito traps, extraction of blood samples from animals and birds, the proper care of test flocks, and proper shipment and storage of biological samples to Dept. of Health and State Veterinarian laboratories.

Oversees and participates in field surveillance; enters field information into GPS mapping system; operates personal computer as needed to log and record data and generate reports and records; submits reports to various federal, state and local agencies.

Supervises the operation, maintenance and repair or fabrication of chemical sprayers and trailers; designs, installs and maintains chemical storage units; monitors all chemical usage to establish on-going record and history to minimize liability and risk; performs journeyman level spraying as needed.

Performs related duties as required.

#### MINIMUM QUALIFICATIONS

1. Education and Experience:

- A. Graduation from high school; plus a bachelors degree in Biology, entomology, or related life science field from an accredited college or university;
- AND
- B. Four (4) years of experience in pest control or similar work providing knowledge of pesticides, chemicals, and combinations of chemicals for effective mosquito abatement;
- OR
- C. An equivalent combination of education and experience.

2. Required Knowledge, Skills and Abilities:

**Considerable knowledge of** administrative practices, principles of organization and fiscal and personnel management; mosquito abatement programs, legislation and practices; federal and state programs involving pesticides, wetlands and endangered species; scope and subject of epidemiology, vector ecology and entomology as related to mosquito control; ecology, plimnology, toxicology and related scientific and technical fields impacting mosquito control operations; the types of pesticides most effective on the varieties of mosquitoes and the most effective integrated pest management procedures for their control; environmental issues and regulations (state & federal); EPA regulations and guidelines. **Some knowledge of** health department programs, flood control, state and federal fish and game operations related to mosquito control, principles of supervision.

**Ability to** identify various mosquito species and determine the procedure for their control; understand scientific reports relating to mosquito resistance to pesticides; supervise subordinates and direct work performed by employees in order to maximize control services; perform simple bookkeeping and maintain department records as required; develop effective working relationships with elected officials and the public; communicate effectively verbally and in writing.

3. Special Qualifications:

Must possess and maintain a valid Utah State Commercial Drivers License (CDL).  
Must possess a state of Utah, Department of Agriculture, non commercial applicators license.

4. Work Environment:

Tasks require variety of physical activities. Generally involving muscular strain, such as walking on uneven terrain, standing, stooping, sitting, reaching, and lifting, and performing tasks on foot, from vehicles; Aspects of work require talking, hearing and seeing. Common eye, hand, finger, leg and foot dexterity. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking, and creative problem-solving. Regular travel in automobile or heavy equipment required in job performance. Periodic exposure to toxic or hazardous materials and chemicals, as well as to disease-carrying organisms.